

TERMINAL INTEGRATED PRODUCT TEAM

CONFIGURATION CONTROL BOARD

CHARTER

in

SUPPORT

of

LIFE-CYCLE MANAGEMENT

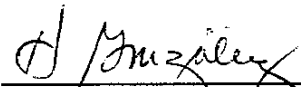
Of the

NATIONAL AIRSPACE SYSTEM

May 31, 2000

DOCUMENT CONTROL CENTER

Approved by



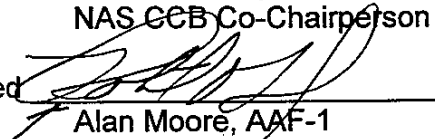
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Terminal CCB Chairperson

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NAS CCB Co-Chairperson

Approved



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Organization

Signature

AUA-301

AUA-340

AUA-310

AUA-320

ARU-200

AOS-400

ANS-200

ATP-120

ASD-120

ARS-7

ACT-200

AML-30 *AP*

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Signature

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Organization

Signature

AUA-301

AUA 340

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ANS-200



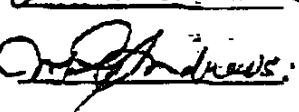
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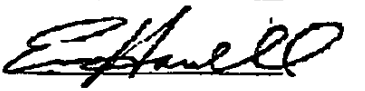
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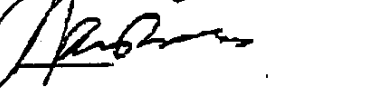




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Terminal Integrated Product Team
Configuration Control Board
Charter
in Support of
Life-Cycle Management
of the
National Airspace System

1.0 INTRODUCTION

1.1 Purpose

This charter establishes the Terminal Configuration Control Board (CCB) and assigns responsibility for establishing baselines and controlling changes to these baselines for the Configuration Items (CIs) listed in Appendix A. The Terminal CCB within the Integrated Product Team (IPT) provides structure and streamlined control of the system throughout its life-cycle. Life-cycle configuration management (CM) through the Terminal CCB will ensure that changes are visible to the IPT and provides consistency with technical direction across all products. The CIs identified in Appendix A reflect the products which comprise the Terminal component of the Air Traffic Control system. Approval of the Terminal CCB Charter empowers the Terminal CCB to approve all changes to the CIs listed in Appendix A throughout the life-cycle in accordance with responsibilities outlined in section 2.0. A companion document, the *Terminal IPT CCB Operating Procedures*, defines the procedures to execute the responsibilities assigned in this charter.

1.2 Authority

The Terminal CCB is authorized by the National Airspace System Configuration Control Board (NAS CCB), in accordance with FAA Order 1800.66. This authority does not extend to the creation of lower level CCBs. The charter shall be changed only upon recommendation by the Terminal CCB, with approval from the NAS CCB. The Terminal CCB Chairperson has the final decision authority over the operation of the CCB and all other related matters.

2.0 TERMINAL CCB RESPONSIBILITIES

The Terminal CCB shall have the following responsibilities:

- a. Performing CCB functions as established in this charter.
- b. Maintaining and approving proposed changes to the Terminal IPT CCB Operating Procedures.
- c. Ensuring through Configuration Status Accounting (CSA) that all approved changes are completed.
- d. Establishing and maintaining the Terminal domain functional and product baselines.
- e. Defining the Terminal CI documentation and specifying which items comprise each Terminal (product) subordinate baseline.
- f. Ensuring that specifications under the jurisdiction of the Terminal CCB are approved in accordance with current version of FAA Order 1800.66.
- g. Processing changes in accordance with the configuration control procedures as described in the *Terminal IPT CCB Operating Procedures*.

- h. Ensuring that proposed changes with interface impact(s) are coordinated with the responsible organizations.
- i. Reviewing, approving, disapproving, deferring, or elevating changes to the next higher level CCB, when necessary. In making decisions or recommendations regarding proposed changes, the Terminal CCB shall give consideration to improving safety, operational effectiveness, providing for adequate logistics support, bringing about significant life-cycle cost savings, and affordability. The CCB must not approve proposed changes which are not funded.
- j. Documenting and tracking Terminal CCB actions and decisions in accordance with the processes and procedures as defined in the *Terminal IPT CCB Operating Procedures*.
- k. Ensuring that NAS-MD-001 is updated to reflect current status of the Terminal CIs listed in Appendix A.

3.0 TERMINAL CCB PARTICIPANTS

The participants of the Terminal CCB shall be the following individuals, or their designated representatives.

- a. Members:
 - 1. Chairperson: Integrated Product Team Leader (IPTL) for Terminal or other representative, as designated by the Chairperson.
 - 2. Executive Secretary: IPT CM Officer or designated representative.
 - 3. Permanent members include representatives designated by:
 - Functional Team Lead (AUA) – or designee
 - Product Team Leads (AUA) – or designee
 - Terminal IPT Lead for Air Traffic System Requirements (ARU-Existing Systems and STARS)
 - Air Traffic Planning and Procedures (ATP)
 - Inservice Management Division (AOP)
 - Program Directorate for Operation Support (AOS)
 - NAS Transition and Implementation (ANS)
 - NAS Systems Architecture and Program Evaluation (ASD)
 - Air Traffic Control Engineering and Test Division (ACT)
 - DOD NAS Program Requirements Office (ARS-7)
 - FAA Logistics Center (AML)
- b. Ad Hoc Technical Advisors, Consultants, and Program Control Specialists will be invited as needed.

4.0 TERMINAL CCB ADMINISTRATION

The Terminal IPT CCB Executive Secretariat shall be responsible for ensuring that changes are presented at CCB meetings. Secretariat responsibilities consist of coordinating and performing the administrative tasks related to the Terminal IPT CCB, including, but not limited to, 1) preparation of agenda and formal meeting minutes, 2) supporting the change screening activities, including comments and their resolution, 3) CCB and CCD action item tracking, 4) elevating unresolved proposed changes to the NAS CCB, when necessary, 5) submitting any unresolved comments to the Chairperson for resolution, and 6) supporting performance monitoring functions under the authority of the Terminal CCB, as described in the *Terminal IPT CCB Operating Procedures*. The Executive Secretariat will ensure all applicable data entered into the CM database is accurate and complete.

5.0 TERMINAL CCB RECOMMENDATIONS AND DECISIONS

The Terminal CCB shall review, approve, disapprove, or defer proposed NCPs, Document Change Requests (DCRs), Engineering Change Proposals (ECPs), and Requests for Deviations and Waivers (RDWs), or elevate to the next higher level board, when necessary. The Terminal CCB Chairperson shall make the final decision based on complete consensus of all permanent members of the CCB. Given lack of consensus, the Terminal CCB will elevate the decision to the NAS CCB.

Decision(s) on NCPs will be documented in a Configuration Control Decision (CCD), prepared by the Terminal CCB Secretariat, and signed by the CCB Chairperson. NCPs, ECPs, Deviations, and Waivers may be approved, disapproved, or deferred until the next CCB. Action items will be documented and tracked by the CCB Secretariat until completed and closed.

Terminal CCB decisions may be appealed by an organization impacted by the proposed change as outlined in the *Terminal IPT CCB Operating Procedures*.

6.0 DELEGATION OF TERMINAL CCB AUTHORITY

The Terminal CCB Chairperson may authorize CCB members to act as a chairperson via memorandum to the CCB Executive Secretariat. Terminal CCB permanent members can delegate specific authority by a memorandum signed by the Terminal CCB Chairperson. Additionally, when time critical or urgent processing of a proposed change request is necessary, the Terminal CCB Chairperson will call an emergency CCB meeting. If the Chairperson is unable to convene an emergency meeting when necessary, then the Chairperson may approve or disapprove changes without benefit of a Terminal CCB meeting. All change requests processed outside the normal CCB process shall be documented and communicated to permanent members as soon as practicable, or at the next regularly scheduled meeting. Questions and concerns regarding CCB decisions are addressed to the CCB Executive Secretariat and will be presented to the Terminal CCB Chairperson.

Appendix A
Terminal Configuration Items

Appendix A - Terminal Configuration Items:

The CIs listed below are under the control of the Terminal IPT CCB. Currently, these CIs reflect the primary products, which will comprise the modernized Terminal system. As these CIs, which includes hardware, software, and documentation, or components thereof, are placed under configuration control, they will be entered into the Master Configuration Index and contained in the NAS Subsystem Baseline Configuration and Documentation Listing, NAS-MD-001.

- Automated Radar Terminal System-IIA (ARTS IIA) (Retired)
- Automated Radar Terminal System-IIIA (ARTS IIIA)
- Automated Radar Terminal System-IIIE (ARTS IIIE)
- Automated Radar Terminal System-IIIE (ARTS IIIE)
- Digital Bright Radar Indicator Tower Equipment (DBRITE)
- Digital Bright Radar Indicator Tower Equipment Video Compression (DVC)
- Standard Terminal Automation Replacement System (STARS)
- Television Microwave Link (TML)